

**TOWN OF EAST WINDSOR
BOARD OF SELECTMEN
11 RYE STREET
BROAD BROOK, CT 06016
First Selectman's Office – (860) 623-8122**

Jason E. Bowsza - First Selectman
Marie E. DeSousa - Deputy First Selectman
Charles Nordell - Selectman

Alan Baker - Selectman
Sarah A. Muska - Selectman

**REGULAR MEETING AGENDA
THURSDAY, DECEMBER 16, 2021 At 7:00 P.M.
ANNUAL TOWN MEETING 7:30 P.M.**

1. TIME AND PLACE OF MEETING

Town Hall – John Daly, Jr. Meeting Room

11 Rye Street, Broad Brook, CT 06016

Join Meeting via Zoom:

<https://zoom.us/j/3326833563>

Meeting ID: 332 683 3563

Passcode: townhall

One tap mobile:

16465588656,,3326833563# US (New York)

13126266799,,3326833563# US (Chicago)

Dial by your location:

+1 646 558 8656 US (New York)

+1 312 626 6799 US (Chicago)

+1 301 715 8592 US

+1 346 248 7799 US (Houston)

+1 669 900 9128 US (San Jose)

+1 253 215 8782 US

Meeting ID: 332 683 3563

2. PLEDGE OF ALLEGIANCE

3. ATTENDANCE

4. APPROVAL OF MEETING MINUTES

A. December 2, 2021 Board of Selectmen Regular Meeting Minutes

5. PUBLIC PARTICIPATION

6. COMMUNICATION

A. Email to DOT regarding signalization agreement, Route 5 Study

B. Letter from Congressman Larson regarding American Rescue Plan Act Funds

7. BOARD AND COMMISSIONS RESIGNATIONS AND APPOINTMENTS

A. Resignations: *none*

B. Reappointments: *none*

C. New Appointments:

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1. Karen Christensen (D), Pension Board, regular member for a term expiring June 1, 2022

8. UNFINISHED BUSINESS

- A. South Road Ownership Option Update
- * B. Polling Location Change
- C. Broad Brook Fire Memorandum of Understanding

9. NEW BUSINESS

- A. Presentation of Westfield State University Graduate Research Project
- B. Discuss and Approve 2022 CTDOT Section 5310 Grant
- C. Tax Refunds

10. SELECTMEN COMMENTS AND REPORTS

- A. Jason Bowsza
- B. Marie DeSousa
- C. Charlie Nordell
- D. Alan Baker
- E. Sarah Muska

11. PUBLIC PARTICIPATION

12. EXECUTIVE SESSION

Pursuant to C.G.S. Sec. 1-200 (6)(b), negotiations, (6)(e) discussion of any matter which would result in the disclosure of public records, or the information contained therein described in subsection (b) of section 1/210. Action possible.

13. ADJOURNMENT

DISTRIBUTION

Lieutenant Matt Carl
Officer Nicole Devlin
Dr. Charles DiStephano
Melissa Maltese
Kate Carey-Trull
Randi Reichle
Journal Inquirer
Town Clerk

6A

Jason Bowsza

From: Jason Bowsza
Sent: Tuesday, December 7, 2021 4:27 PM
To: ethan.donecker@ct.gov
Subject: State Project 0171-0473
Attachments: 20211207155707029.pdf

December 7, 2021

Mr. Ethan Donecker
Transportation Engineer 3
Department of Transportation

RE: Pedestrian Control Feature Upgrades

Dear Mr. Donecker,

Enclosed, please find the agreement between the Town of East Windsor and the Connecticut Department of Transportation (DOT) concerning State Project No. 0171-0473. Included in that project are pedestrian control upgrades on U.S. Route 5 and three intersections (Newberry Road, Route 140, and the private entrance to the Walmart Shopping Center).

We appreciate DOT's attention to those pedestrian crossings. For your information, the Route 5 Corridor was the subject of a study performed by TranSystems Corporation and the Capital Region Council of Governments (CRCOG.) The purpose of the study was to plot out attainable future improvements to the corridor that would make it more usable to intermodal transportation, and would foster additional economic development opportunities.

The intersections identified in State Project No. 0171-0473 were all incorporated into that study, which was formally adopted by CRCOG in November. Some of the recommendations at those intersections are low cost/low effort, such as installation of crosswalks. If it is feasible, the Town would appreciate DOT's consideration of those recommendations while the current project is underway.

For your information, the full (now final) study can be accessed on the Town's website at https://www.eastwindsor-ct.gov/sites/g/files/vyhlf4381/f/news/rt_5_study.pdf.

As always, the Town of East Windsor is appreciative of the collaborative nature consistently demonstrated by DOT.

Sincerely,

Jason E. Bowsza
First Selectman

~ Jay

Jason E. Bowsza
First Selectman



STATE OF CONNECTICUT

DEPARTMENT OF TRANSPORTATION

2800 BERLIN TURNPIKE, P.O. BOX 317546

NEWINGTON, CONNECTICUT 06131-7546

Phone: (860) 594-2768



November 22, 2021

VIA E-MAIL

Dear First Elected Official:

Subject: Pedestrian Control Feature Upgrades
State Project No. 0171-0473

The Connecticut Department of Transportation (Department) is developing plans to upgrade the pedestrian crossing equipment (to include countdown pedestrian indications, accessible pedestrian pushbuttons, and concurrent pedestrian phasing) to meet current Department standards at the locations on the enclosed list. The Department will coordinate with the Municipality during the design phase. The design plans for this project are expected to be completed in May 2022 with a tentative advertising date for construction of August 2022.

It is the Department's policy to notify municipal officials and the public when such projects are undertaken. For that reason, the Department requests that you inform local agencies and municipally-owned utilities of the proposed improvements and advise this office of any local work to be coordinated. With the exception of installing new warning sign(s) at the intersection(s), the Department's project is not anticipated to include any earthwork. Significant impacts to traffic flow during construction are not anticipated.

It is important that the community share its concerns with the Department to assist in the project's development. The enclosed media release providing information on this project is for your use and distribution to local officials and other interested parties. It is not anticipated that an informational meeting or formal public hearing will be necessary for this project due to the limited nature of the proposed work.

If you agree with this determination, please sign below and return it to the Project Manager, Mr. Ethan Donecker at the letterhead address, or via e-mail at Ethan.Donecker@ct.gov. If your response is not received by December 10, 2021, it will be assumed that the Municipality is in concurrence that a public hearing is not required.

Very truly yours,

Mark F. Carlino, P.E.
2021.11.23
08:41:37-05'00'

Mark F. Carlino, P.E.
Division Chief of Traffic Engineering
Bureau of Engineering and Construction

Enclosure

cc: Local Traffic Authority

On behalf of the Municipality, I concur that neither a public informational meeting nor a public hearing is needed for the upgrade of the traffic control signal pedestrian equipment under State Project No. 0171-0473.

Signature

12/3/21
Date

Jason E. Bowza - First Selectman
Printed Name and Title

Town of East Windsor
Municipality

MEDIA RELEASE

FOR RELEASE: UPON RECEIPT

Upgrade of Pedestrian Facilities at Existing Traffic Control Signals in Various Connecticut Municipalities:

The Department of Transportation (Department) is developing plans to upgrade existing pedestrian crossing equipment (to include countdown pedestrian indications, accessible pedestrian pushbuttons, and concurrent pedestrian phasing) in an effort to improve accessibility and pedestrian safety at 14 locations in the municipalities of Bloomfield, Bolton, Cheshire, East Windsor, Enfield, Plainville, and Vernon. The following intersections are included:

Project 0171-0473:

Traffic Control Signals:

- Bloomfield – Route 185 at Route 218 – Intersection No. 011-208
- Bloomfield – Route 189 at Day Hill Rd. – Intersection No. 011-250
- Bloomfield – Route 189 at Jerome Ave. – Intersection No. 011-254
- Bolton – U.S. Route 6/44 at S.R. 533 and Route 85 – Intersection No. 012-201
- Bolton – Route 44 at South Rd. – Intersection No. 012-208
- Cheshire – Route 10 at Big Y Shopping Center – Intersection No. 025-222
- Cheshire – Route 10 at Cheshire Shopping Center – Intersection No. 025-231
- East Windsor – U.S. Route 5 at I-91 Connector and Newberry Rd. – Intersection No. 046-209
- East Windsor – U.S. Route 5 at Route 140 – Intersection No. 046-210
- East Windsor – U.S. Route 5 at Walmart Shopping Ctr. Dr. and Private Dr. – Intersection No. 046-228
- Enfield – Route 192 at Route 220 – Intersection No. 048-215
- Plainville – Route 72 at Route 372 and Route 500A – Intersection No. 109-227
- Plainville – Route 372 at Journey Rd. – Intersection No. 109-238
- Vernon – Route 83 at Merline Rd. and Private Dr. – Intersection No. 146-222

It is the Department's policy to keep the public informed and involved when such projects are undertaken. It is important that the community share its concerns with us to assist in the project's development. At this time, it is anticipated that an informational meeting or formal public hearing will not be necessary.

The design plans for these projects are expected to be completed in May 2022, with a tentative advertising date for construction of August 2022.

Anyone interested in requesting information on this project may do so by contacting Ethan Donecker, Project Manager via email at Ethan.Donecker@ct.gov. Please make reference to Project No. 0171-0473.

JOHN B. LARSON
FIRST DISTRICT, CONNECTICUT

COMMITTEE ON WAYS AND MEANS
SUBCOMMITTEE ON SOCIAL SECURITY
CHAIRMAN
SUBCOMMITTEE ON SELECT REVENUE MEASURES



Congress of the United States
House of Representatives
Washington, DC 20515-0701

WASHINGTON OFFICE
1501 LONGWORTH HOUSE OFFICE BUILDING
WASHINGTON, D.C. 20515
202-225-2265
202-225-1031 (FAX) **GB**

DISTRICT OFFICE
221 MAIN STREET, SECOND FLOOR
HARTFORD, CONNECTICUT 06106
860-278-8888
860-278-2111 (FAX)

INTERNET ADDRESS
<http://larson.house.gov>

RECEIVED BY

DEC 13 2021

First Selectmans Office

December 8, 2021

The Honorable Jason E. Bowsza
11 Rye Street
Broad Brook, CT 06016-9553

Dear First Selectman Bowsza,

As you may know, the American Rescue Plan Act (ARP) was signed into law on March 11, 2021 and included significant financial support for Connecticut municipalities. The legislation provides direct funding to local governments through the Coronavirus State and Local Fiscal Recovery Fund and local educational agencies through the Elementary and Secondary School Emergency Relief Fund. This relief lays the foundation for a strong local recovery by providing critical support to help your town respond to the COVID-19 pandemic. Funds can be used to: prevent cuts to public services; make necessary investments in local infrastructure, such as water, sewer, and broadband; and extend support to households, local businesses, nonprofits, and other hard-hit industries, such as hospitality, tourism, and travel.

By now, your town should have received the first tranche of funds, with the second to be delivered next year, approximately 12 months from the first payment. In addition, your town's local educational agency (LEA) should have also received a direct payment from the Elementary and Secondary School Emergency Relief (ESSER) Fund to help your schools reopen and keep students and teachers safe in the classroom. And, lastly, your town should have also received a share of your county's allocation. Below is the total sum of the Coronavirus State and Local Fiscal Recovery Fund and ESSER payments your town will receive as part of the ARP over two years:

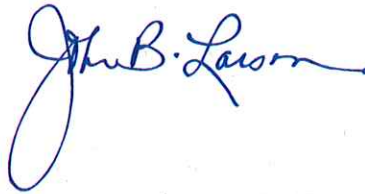
Local: \$1,186,779 County: \$2,266,372 ESSER: \$1,955,871

In my and my office's many conversations with town officials in the First Congressional District, the need for reliable, affordable, high-speed internet has been a common theme. And, while I continue to advocate for equitable access to broadband as part of our national infrastructure program, I am pleased that the ARP provided towns with the flexibility to use their funds for broadband and established the Emergency Connectivity Fund for local schools and libraries to help students and teachers stay connected during the COVID-19 emergency period and help close the homework gap.

Furthermore, I have worked hard to bring jobs and investment to Connecticut manufacturers. Across the First Congressional District, defense manufacturing generates approximately \$1 billion in economic activity. The F-35 alone employs 6,051 people and generates \$755 million for the First Congressional District. In fact, due to defense manufacturing I helped secure, not a single union machinist at Pratt and Whitney was laid off, despite a historic downturn in the commercial aircraft industry. Your town has 4 defense suppliers that rely on the annual National Defense Authorization Act and Defense Appropriations bills.

I look forward to visiting with you to see how you are putting these critical federal funds to work. There are many other provisions in the American Rescue Plan that will benefit your residents and local economy, including tax cuts for families and other necessary programs. For more information visit larson.house.gov/AmericanRescue. Should you have any questions or concerns, please do not hesitate to contact my Hartford Office at 860-278-8888 or my Washington D.C. office at (202) 225-2265. Thank you for all that you do to serve your town. Thank you for stepping up to serve your town, we stand prepared to work with you.

Sincerely,

A handwritten signature in blue ink, reading "John B. Larson". The signature is fluid and cursive, with a large loop at the end of the last name.

JOHN B. LARSON
Member of Congress



STATE OF CONNECTICUT
DEPARTMENT OF TRANSPORTATION



2800 BERLIN TURNPIKE, P.O. BOX 317546
NEWINGTON, CONNECTICUT 06131-7546

Phone:

(860) 594-2834

November 30, 2021

Ms. Teresa Hill
Transportation Coordinator
Town of East Windsor
11 Rye Street
Broad Brook, CT 06016

Dear Ms. Hill:

Fifty-six (56) organizations throughout the state applied for vehicle grant funding under the Federal Transit Administration's (FTA) federal fiscal year 2021 Section 5310 Program. The Regional Council of Governments (RCOG's) and the Connecticut Department of Transportation (CTDOT) reviewed and prioritized all eligible applications.

As a result of the coordinated review and prioritization process, your organization has been selected to receive a cash grant from the Section 5310 program. The grant will pay for up to 100% of the cost of a wheelchair accessible vehicle, not to exceed the amount estimated in the application or 100% of the actual vehicle cost, whichever is lower. The remaining vehicle cost must be funded by your organization.

This grant must be used towards the purchase of one (1) new wheelchair accessible vehicle(s) for the transportation of the elderly and/or persons with disabilities.

CTDOT will begin the implementation of this project as soon as FTA awards the grant.

Enclosed with this letter is a certification for acceptance of the grant. The signature of an authorized official will confirm that your organization has sufficient resources available to provide the funding needed to pay the balance of the vehicle(s) cost and to maintain and operate the vehicle. **The information requested on the acceptance certification form will be used to construct your agreement with the State.**

Please return by email the Acceptance Certification form to Ellen Lawrence ellen.lawrence@ct.gov no later than Friday, January 7, 2022.

No procurement activities can begin until an agreement is in place between CTDOT and your organization.

The purchase of these vehicles must follow an FTA compliant process. There is an FTA compliant vehicle contract available from which your organization can purchase a vehicle(s). If your organization chooses to procure a vehicle(s) without using the above-mentioned contract, you must request authorization in writing from CTDOT prior to beginning the vehicle procurement. You will be contacted in the near future regarding procurement information.

As recipients of federal funds, you are required to comply with the requirements under Title VI of the Civil Rights Act of 1964. Tiffany Garcia, Associate Title VI Coordinator in the Office of Contract Compliance, will be contacting you with dates for a required Title VI training session. The training session will provide an overview of the Title VI requirements for recipients of Section 5310 funding, and a question and answer period.

If you have any questions or require further information, please contact Ms. Lawrence by email or at (860) 594-2912.

Sincerely,

Rivers, Lisa

Digitally signed by Rivers, Lisa
DN: E=Lisa.Rivers@ct.gov, CN="Rivers, Lisa",
OU=Floor-1, OU=Headquarters, OU=DOT-Users,
DC=DOT, DC=CT, DC=DOV
Date: 2021.11.30 09:55:33-0500

Lisa Rivers
Transit Manager
Bureau of Public Transportation

cc: Pauline Yoder – Capitol Region Council of Governments

ACCEPTANCE CERTIFICATION

SECTION 5310 GRANT

Federal Fiscal Year 2021

This certifies that _____ (Name of Organization) will accept a Section 5310 grant from the Connecticut Department of Transportation (CTDOT) and has sufficient resources available to provide the local match for the purchase of the vehicle(s) as well as for operation of the vehicle(s).

CTDOT must be listed as first lien holder on the motor vehicle registration(s) for the vehicle(s). During the useful life of the vehicle(s), titles will be retained by CTDOT, appropriate insurance levels must be maintained, and the vehicle(s) must be registered in accordance with all of the rules and regulations of the Connecticut Department of Motor Vehicles.

DO NOT take any action toward ordering a vehicle at this time. Once an agreement between CTDOT and your organization is executed, you have ninety (90) calendar days from receipt of the agreement to forward to CTDOT a written confirmation that the bid process for purchase of a wheelchair accessible vehicle has been initiated, or that your organization will procure the vehicle through an open option on an FTA compliant procurement.

Once your organization has accepted delivery of the vehicle, the following must be submitted to CTDOT within 3 - 5 business days:

- 1) CTDOT Invoice Summary & Processing form (ISP)
- 2) Dated manufacturer's or dealer's invoice naming your organization as the recipient of the vehicle
- 3) Vehicle Acceptance form
- 4) Post-delivery Federal Motor Vehicle Safety Standards (FMVSS) certification
- 5) Post-delivery Purchaser's Requirements certification
- 6) Post-delivery Buy America certification
- 7) Two (2) copies of the Certificate of Origin(s), and
- 8) Acord Certificate of Liability Insurance form

If these conditions are not met, your organization acknowledges that this cash grant will be returned to CTDOT.

In order to expedite vehicle delivery, a recipient may order a vehicle in advance of receipt of a fully executed agreement; however, this action must follow an FTA-compliant procurement process and shall be taken entirely at the risk of the organization.

TYPE THE FOLLOWING, AS YOUR AGREEMENT WILL BE WRITTEN USING THE INFORMATION EXACTLY AS IT APPEARS BELOW: This information must match the Secretary of State's Concord records for your organization or an agreement will not be executed.

| | | |
|---|--------|-----------|
| Legal Organization/Business Name: | | |
| Address: | | |
| City/Town: | State: | Zip code: |
| Name of Authorized Official: | | |
| Title of Authorized Official: | | |
| Federal Employer Identification Number: | | |
| DUNS Number*: | | |

*Information on how to obtain a DUNS number may be found on the following page.

Signature of Authorized Official

Date

*** PLEASE KEEP A COPY OF THIS INFORMATION FOR YOUR OWN RECORDS ***

HOW TO OBTAIN A DUNS NUMBER

Purpose of DUNS

A DUNS number is a unique nine-character number used to identify your organization. The federal government uses the DUNS number to track how federal money is allocated.

Before Registering for a DUNS Number

Does my organization already have a DUNS number? Most large organizations, libraries, colleges, and research universities already have a DUNS number. You should contact your grant administrator, financial department, chief financial officer, or authorizing official to identify your organization's DUNS number.

How to Register for a DUNS Number

If your organization does not yet have a DUNS number, or no one knows it, visit the [Dun & Bradstreet \(D&B\) website](#) or call 1-866-705-5711 to register or search for a DUNS number.

Registering for a DUNS number is free of charge, so if you encounter any organizations or websites soliciting a fee or charge to acquire a DUNS number it is likely a scam or fraudulent.

You will need all of the information listed below to obtain a DUNS number:

- Name of organization
- Organization address
- Name of the chief executive officer (CEO) or organization owner
- Legal structure of the organization (e.g., corporation, partnership, proprietorship)
- Year the organization started
- Primary type of business
- Total number of employees (full and part-time)

NOTE: When obtaining a DUNS number, D&B places your organization on their marketing list that is sold to other companies. If you do not want your organization included on this marketing list, you should request not to be listed when you apply for a DUNS number.

How long does it take to obtain a DUNS number?

Allow up to two business days to obtain a DUNS number, but it can occur in one business day.

Information for Foreign Applicants

If your organization is located outside the United States, you can register for a DUNS number online. To register with D&B, you are not required to obtain a federal Tax Identification Number (TIN), also known as an Employer Identification Number (EIN). When registering, simply leave the TIN/EIN information blank. However, anyone doing business with the federal government generally needs to obtain a TIN/EIN in order to meet Internal Revenue Service (IRS) tax reporting requirements.

To Melissa 12/13/21

| Bill Dist/Susp/Bank | Name Address | Prop Loc/Vehicle Info. UniqueID/Reason | Paid Date | Tax | Int | L/P | Total Adjusted | Overpaid , Tax |
|---------------------|---|---|-----------|----------------------|--------------|--------------|----------------------|----------------|
| 2019-03-0061557 | VW CREDIT LEASING LTD 1401 FRANKLIN BLVD LIBERTYVILLE IL 60048-4460 | 2016/4252YK/WVGEV7AX6GN588035 61557 | 7/16/2020 | 330.01 396.16 | 0.00 0.00 | 0.00 0.00 | 330.01 396.16 | -66.15 |
| 2020-03-0053252 | ENTERPRISE FM TRUST 600 CORPORATE PARK DR SAINT LOUIS MO 63105-4204 | 2014/AA99549/1GB3KZCG4BF147659 53252 | 7/14/2021 | 37.23 448.50 | 0.00 0.00 | 0.00 0.00 | 37.23 448.50 | -411.27 |
| 2020-03-0053265 | ENTERPRISE FM TRUST 9315 OLIVE BLVD SAINT LOUIS MO 63132-3211 | Sec. 12-129 Refund of Excess Payments. 2015/C033706/1CCUKUEKXZ544968 53265 | 7/14/2021 | 257.09 616.52 | 0.00 0.00 | 0.00 0.00 | 257.09 616.52 | -359.43 |
| M004 | ENTERPRISE FM TRUST 9315 OLIVE BLVD SAINT LOUIS MO 63132-3211 | Sec. 12-129 Refund of Excess Payments. 2017/C103231/1CCWGAFF6H1179982 53271 | 7/14/2021 | 242.16 415.38 | 0.00 0.00 | 0.00 0.00 | 242.16 415.38 | -173.22 |
| 2020-03-0053272 | ENTERPRISE FM TRUST 9315 OLIVE BLVD SAINT LOUIS MO 63132-3211 | 2017/C107966/1FTSW2CG9HKQ33286 53272 | 7/14/2021 | 92.60 554.42 | 0.00 0.00 | 0.00 0.00 | 92.60 554.42 | -461.82 |
| M004 | ENTERPRISE FM TRUST 600 CORPORATE PARK DR SAINT LOUIS MO 63105-4204 | Sec. 12-129 Refund of Excess Payments. 2014/K97425/1GB3KZCG7EF131990 53320 | 7/14/2021 | 37.23 448.50 | 0.00 0.00 | 0.00 0.00 | 37.23 448.50 | -411.27 |
| 2020-03-0061233 | VW CREDIT LEASING LTD 1401 FRANKLIN BLVD LIBERTYVILLE IL 60048-4460 | 2017/230ZAS/WADW2AF9HNU70331 61233 | 7/20/2021 | 382.26 916.67 | 0.00 0.00 | 0.00 0.00 | 382.26 916.67 | -534.41 |
| 2020-03-0061238 | VW CREDIT LEASING LTD 1401 FRANKLIN BLVD LIBERTYVILLE IL 60048-4460 | 2017/AL40496/3VW167AJ9HW413138 61238 | 7/20/2021 | 26.53 319.47 | 0.00 0.00 | 0.00 0.00 | 26.53 319.47 | -292.94 |
| 2020-03-0061547 | WILSON ERNEST B 255 S MAIN ST LOT 1 EAST WINDSOR CT 06088-1721 | 2006/AY27322/1FMEU74E56UA60068 61547 | 7/7/2021 | 125.27 136.62 | 0.00 0.00 | 0.00 0.00 | 125.27 136.62 | -11.35 |
| TOTAL | | 9 | | 1,530.38 4,252.24 | 0.00 0.00 | 0.00 0.00 | 1,530.38 4,252.24 | -2,721.86 |

Total Refunds \$2,721.86

Rabren Kumbel, CME
Tax Collector

9c